

25 June 1973

MEMORANDUM FOR: Members of the Training Board of Visitors
SUBJECT : Meeting Scheduled for 17 July 1973
REFERENCE : Training Board of Visitors - Progress
Report (May 1973) Tab F - Agenda

This will confirm that a meeting of the Training Board of Visitors has been scheduled for Tuesday, 17 July 1973, 1030-1200 hours, in Headquarters, Room 2-D-47.

Agenda:

1. Information Science Training

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Mr. [] Chief, Information Science Training Staff, will brief the Board on the present status and future plans of the Information Science Training Program.

2. Rotational Assignments

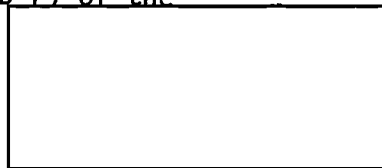
Mr. Robert Wattles, ADD/M&S, will discuss rotational assignments in terms of whether there is a need to develop a means of preparing personnel for their new environment. (Progress Report Agenda - Item 4) Other aspects of rotational assignments were discussed briefly during the 18 April meeting (See 18 April minutes, Paras. 11 and 12.) If time permits, the question of appropriate length of a rotational tour will be discussed.

3. Management Training

In response to Para. 5 of the memorandum dated 18 June 1973 to the CIA Management Committee on Management Training in CIA, Mr. Colby has agreed to meet with the Board in his office on Tuesday, July 24 at 1030 hours. Thus a period of time during this Board of Visitors meeting will be devoted to formalizing the issues.

4. Component Training Officers

The Board will pursue this subject as outlined on the Agenda (Tab F) of the Progress Report.



Executive Secretary

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ROUTING AND RECORD SHEET

DD/A Registry

File Training 2

SUBJECT: (Optional)

Meeting Scheduled for 17 July 1973

FROM:

Executive Secretary

EXTENSION

NO.

DATE

25 June 1973

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Mr. Robert S. Wattles

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Training Selection
Board of
Visitors